

# City of La Quinta

CITY COUNCIL MEETING: July 7, 2015

## STAFF REPORT

**AGENDA TITLE:** APPROVE REDUCTION OF REGULAR CITY COUNCIL MEETINGS TO ONE PER MONTH DURING AUGUST AND SEPTEMBER 2015 BY CANCELLING REGULAR MEETINGS OF AUGUST 18 AND SEPTEMBER 1, 2015

### RECOMMENDATION

Approve the reduction of regular City Council meetings to one per month during August and September 2015 by cancelling the regular meetings of August 18 and September 1, 2015.

### EXECUTIVE SUMMARY

- Council traditionally modifies its meeting schedule during summer months if there are no known time-sensitive matters requiring Council action.
- Advance notice of cancelled meetings allows Councilmembers, staff and the public to properly plan for deadlines and workflow.

### FISCAL IMPACT

There would be a cost savings consisting of the time and materials associated with production and delivery of two agenda packets. Staff time associated with report writing, review and production of agenda packets would be diverted to special projects in every department.

### BACKGROUND/ANALYSIS

The recommended summer meeting schedule is as follows:

July 7	regular meeting
July 21	regular meeting
August 4	regular meeting
August 18	CANCELLED
September 1	CANCELLED
September 15	regular meeting

Should a pressing situation or matter require Council direction or action before the next regular meeting, a special meeting will be called.

## ALTERNATIVES

Council may select alternate dates for cancelled meetings, cancel only one meeting, cancel more than two meeting or cancel no meetings.

Report prepared by: Teresa Thompson, Deputy City Clerk

Report approved by: Frank J. Spevacek, City Manager